

Routine administrative records common to most agencies are approved for disposal in the General Records Schedules (GRS), which are disposition schedules issued by NARA that apply Government-wide.

In the past, NARA approved the disposal of electronic copies of records created using electronic mail and word processing via General Records Schedule 20, Items 13 (word processing documents) and 14 (electronic mail). However, NARA has determined that a different approach to the disposition of electronic copies is needed. In 1998, the Archivist of the United States established an interagency Electronic Records Work Group to address this issue and pursuant to its recommendations, decided that agencies must submit schedules for the electronic copies of program records and administrative records not covered by the GRS. On March 25, 1999, the Archivist issued NARA Bulletin 99-04, which tells agencies what they must do to schedule electronic copies associated with previously scheduled program records and certain administrative records that were previously scheduled under GRS 20, Items 13 and 14.

Schedules submitted in accordance with NARA Bulletin 99-04 only cover the electronic copies associated with previously scheduled series. Agencies that wish to schedule hitherto unscheduled series must submit separate SF 115s that cover both recordkeeping copies and electronic copies used to create them.

In developing SF 115s for the electronic copies of scheduled records, agencies may use either of two scheduling models. They may add an appropriate disposition for the electronic copies formerly covered by GRS 20, Items 13 and 14, to every item in their manuals or records schedules where the recordkeeping copy has been created with a word processing or electronic mail application. This approach is described as Model 1 in Bulletin 99-04. Alternatively, agencies may group records by program, function, or organizational component and propose disposition instructions for the electronic copies associated with each grouping. This approach is described as Model 2 in the Bulletin. Schedules that follow Model 2 do not describe records at the series level.

For each schedule covered by this notice the following information is provided: Name of the Federal agency and any subdivisions requesting disposition authority; the organizational unit(s) accumulating the records or a statement that the schedule has agency-wide applicability in the case of

schedules that cover records that may be accumulated throughout an agency; the control number assigned to each schedule; the total number of schedule items; the number of temporary items (the record series proposed for destruction); a brief description of the temporary electronic copies; and citations to previously approved SF 115s or printed disposition manuals that scheduled the recordkeeping copies associated with the electronic copies covered by the pending schedule. If a cited manual or schedule is available from the Government Printing Office or has been posted to a publicly available Web site, this too is noted.

Further information about the disposition process is available on request.

Schedules Pending

1. Department of Labor, Office of the Inspector General (N9-174-99-2, 2 items, 2 temporary items). Electronic copies of records created using electronic mail and word processing that relate to investigations of labor racketeering. This schedule follows Model 1 as described in the **SUPPLEMENTARY INFORMATION** section of this notice. Recordkeeping copies of these files are included in Disposition Job No. N1-174-93-1.

2. Department of Labor, Office of the Inspector General (N9-174-99-3, 1 item, 1 temporary item). Electronic copies of records created using electronic mail and word processing that relate to the Semiannual Report to Congress prepared by the Office of the Inspector General. This schedule follows Model 1 as described in the **SUPPLEMENTARY INFORMATION** section of this notice. Recordkeeping copies of these files are included in Disposition Job No. N1-174-96-2.

Dated: August 24, 1999.

Geraldine Phillips,

Acting Assistant Archivist for Record Services—Washington, DC.

[FR Doc. 99-22619 Filed 8-30-99; 8:45 am]

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

Advisory Committee on Presidential Libraries Meeting

Notice is hereby given that the Advisory Committee on Presidential Libraries will meet on October 14, 1999, from 10:30 a.m. to 2 p.m., in room 105 of the National Archives Building, 700 Pennsylvania Avenue, NW, Washington, DC.

The agenda for the meeting will be the Presidential library programs and a discussion of several critical issues.

The meeting will be open to the public. For further information, call David F. Peterson at 301-713-6050.

Dated: August 18, 1999.

Mary Ann Hadyka,

Committee Management Officer.

[FR Doc. 99-22618 Filed 8-30-99; 8:45 am]

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NATIONAL TRANSPORTATION SAFETY BOARD

Sunshine Act Meeting

AGENCY HOLDING THE MEETING: National Transportation Safety Board.

TIME AND DATE: 9:30 a.m., Wednesday, September 8, 1999.

PLACE: NTSB Board Room, 5th Floor, 490 L'Enfant Plaza, SW, Washington, DC 20594.

STATUS: Open to the Public.

MATTERS TO BE CONSIDERED:

7047A—Aviation Accident Report: Crash During Landing, Federal Express, Inc., Flight 14, McDonnell Douglas MD-11, N611FE, Newark International Airport, Newark, New Jersey, July 31, 1997.

NEWS MEDIA CONTACT: Telephone: (202) 314-6100. Individuals requesting specific accommodation should contact Mrs. Barbara Bush at (202) 314-6220 by Friday, August 6, 1999.

FOR MORE INFORMATION CONTACT: Rhonda Underwood, (202) 314-6065.

Dated: August 27, 1999.

Rhonda Underwood,

Federal Register Liaison Office.

[FR Doc. 99-22761 Filed 8-27-99; 2:10 pm]

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NUCLEAR REGULATORY COMMISSION

[Docket No. 030-19405; License No. 37-20553-01 (Suspended); EA 99-057]

In the Matter of Alfonso Deleo, Jr., Ardmore, Pennsylvania, Order Imposing Civil Monetary Penalty

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Alfonso Deleo, Jr. (Mr. Deleo or licensee) is the holder of suspended Byproduct Material License No. 37-20553-01 (license) that was originally issued by the Nuclear Regulatory Commission (NRC or Commission) pursuant to 10 CFR part 30 on April 4, 1982. The license authorized: (1) Possession and use of cesium-137 and americium-241 sealed sources (gauges)